County Medical Services Program Guide (CMSPG) Letter #12

March 9, 2012

Subject	**CMS IT SYSTEM CALWIN INTERFACE**
Effective Date	Upon receipt.
Reference	County Policy
Purpose	To inform staff of the ability to initiate MEDS SSA citizenship verification using the CMS IT system.
Background	The Deficit Reduction Act (DRA) 2005 requires verification of citizenship and identity for all Citizens/Nationals who request benefits. The INQE Medi-Cal Eligibility Data System (MEDS) screen is viewed for the appropriate citizenship codes.
Change	The CMS IT system can now communicate with CalWIN to initiate citizenship verification through a MEDS SSA match, and add applicant demographics to MEDS.

Required Action

To start the process, the worker shall view MEDS for appropriate citizenship and identity codes:

If appropriate codes are…	Then…
present,	citizenship and identity are verified.
not present,	refer to CMSPG 09.01.03 for process.

Note: The Citizenship Online Verification (COV) applications in CalWIN which do not result in citizenship being verified, must be canceled manually. Refer to HHSA *"How To"* #428 for cancelling instructions.

Automation Impact

CMS/LIHP Automation Program Specialist (PS) will receive a report that shows the citizenship response from MEDS.

CMS IT System	The CMS IT system has been enhanced to communicate with CalWIN to initiate citizenship verification through MEDS.
Forms Impact	None
ACCESS Impact	None
Summary of Changes	The chart below shows the changes to the CMSPG.

Section	Changes
Article 09.01.03	CalWIN Interface added

Quality Assurance Impact	Effective with the March 2012 review month, Health Care Policy Administration (HCPA) will cite with the appropriate error any case that does not comply with the requirements outlined in this letter.
Manager Approval	

for J. Bowman

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Article 9 Section 01 CMS Information Technology (IT) System

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09.01.03 CalWIN Interface

09.01.03A General

The CMS IT system can communicate with CalWIN to:
- Initiate citizenship verification through a MEDS SSA match, and
- Add the applicant's demographics to MEDS.

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09.01.03B No Codes in MEDS

After viewing MEDS and no citizenship/identity codes are present, the worker:

Step	Action
1	Select the "*CalWIN Interface*" button in the CMS IT system on the main status screen.
2	Select "Create" and confirm that you wish to create the request.

3	Register the Citizenship Online Verification (COV) application in CalWIN. (Refer to "How To #428")
4	

If Citizenship is ...	Then...
verified	Input the verification type on the document source screen in the CMS IT system.
not verified	Request verification documents and cancel COV application in CalWIN.

The worker can view CalWIN or MEDS for the response within five to seven business days.

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09.01.03C Citizenship Codes Available in MEDS

When viewing MEDS and citizenship/identity codes are verified, process case using codes. Refer to 05.03 for appropriate codes.

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